



State of Utah
Department of Commerce

Division of Occupational and Professional Licensing

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CLASS E
Animal Control or
Narcotic Detection
Training

INSPECTION

New Opening Regular

INFORMATION

(Please print clearly or type information)

Facility Name: _____ Date: _____

Facility License Number: _____ Expiration: _____

Controlled Substance License Number: _____ Expiration: _____

DEA Registration: _____ Expiration: _____

Facility FEIN Number: _____

Facility Hours (Monday-Friday): _____ (Saturday): _____ (Sunday): _____

Facility Email: _____

Facility Street Address: _____

City: _____ State: _____ Zip: _____

Responsible Person: _____ Phone Number: _____

INSPECTION

- | | Yes | No | |
|----|--------------------------|--------------------------|---|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | The facility will/does have a written pharmacy care protocol which includes: [R156-17b-617a (1)]
<input type="checkbox"/> the identity of the supervisor or director;
<input type="checkbox"/> a detailed plan of care;
<input type="checkbox"/> the identity of the drugs that will be purchased, stored, used and accounted for; and
<input type="checkbox"/> the identity of any licensed healthcare provider associated with the operation. |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | The facility will/does have a responsible party who is the only person authorized to purchase and reconcile legend drugs and controlled substances and is responsible for the inventory of the animal control or animal narcotic detection training facility pharmacy [R156-17b-617c (1) (f)] |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | The facility will/does maintain for immediate retrieval a perpetual inventory of all drugs including controlled substances that are purchased, stored, processed and administered; [R156-17b-617c (1) (a)] |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> | The facility will/does maintain for immediate retrieval a current list of authorized employees and their training with regards to the handling and use of legend drugs and/or controlled substances in relation to euthanasia, immobilization, or narcotic detection training of animals; [R156-17b-617c (1) (b)] |
| 5. | <input type="checkbox"/> | <input type="checkbox"/> | The facility will/does maintain for immediate retrieval documentation of all required materials pertaining to legitimate animal scientific drug research, guidance policy and other relevant documentation from the agency's Institutional Review Board, if applicable; [R156-17b-617c (1) (c)] |

6. The facility will/does maintain stocks of legend drugs and controlled substances to the smallest quantity needed for efficient operation to conduct animal euthanasia, immobilization, or narcotic detection training purposes; [R156-17b-617c (1) (d)]
7. The facility will/does maintain all legend drugs and controlled substances in an area within a building having perimeter security which limits access during working hours, provides adequate security after working hours, and has the following security controls: [R156-17b-617c (1) (e) (i-ii)]
- a permanently secured safe or steel cabinet substantially constructed with self-closing and self locking doors employing either multiple position combination or key lock type locking mechanisms; and
 - requisite key control, combination limitations, and change procedures;
8. The facility will/does ensure that only defined and approved individuals pursuant to the written facility protocol have access to legend drugs and controlled substances; [R156-17b-617c (1) (g)]
9. Any facility who experiences a shortage or theft of controlled substances shall immediately file the appropriate forms with the Drug Enforcement Administration, with a copy to the Division directed to the attention of the Investigation Bureau... [UAC R156-37-602 (2)]
10. The facility will/does develop and maintain written policies and procedures for immediate retrieval which include the following: [R156-17b-617c (1) (h)]
- the type of activity conducted with regards to legend drugs and/or controlled substances;
 - how medications are purchased, inventoried, prepared and used in relation to euthanasia, immobilization, or narcotic detection training of animals;
 - the type, form and quantity of legend drugs and/or controlled substances handled;
 - the type of safe or equally secure enclosures or other storage system used for the storage and retrieval of legend drugs and/ or controlled substances;
 - security measures in place to protect against theft or loss of legend drugs and controlled substances;
 - maintenance of records documenting the initial and ongoing training of authorized employees with regards to all applicable protocols;
 - maintenance of records documenting all approved and trained authorized employees who may have access to the legend drugs and controlled substances; and
 - procedures for allowing the presence of business guests, visitors, maintenance personnel, and non-employee service personnel.

COMMENTS

Signature of Responsible Person: _____

Date of Signature: ____ / ____ / ____

Signature of Division Investigator: _____

Date of Signature: ____ / ____ / ____

Edited 7/13/2016